



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON THURSDAY 8TH JULY 2021 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH & VIA VIDEO CONFERENCING, COMMENCING AT 7PM

MINUTES

Present:

Cllr C. Sproson	Cllr A. Copus
Cllr H. Desai	Cllr S. Atkins
Cllr C. Kemp	Cllr D. Burden
L Smith (Clerk)	

96/21 CHAIRMAN'S ANNOUNCEMENTS

In the absence of the committee's Chairman and Vice Chairman, Cllr Copus agreed to chair the meeting. Proposed by Cllr Kemp, seconded by Cllr Desai and unanimously approved. Cllr Copus requested that mobile phones should be turned off.

97/21 APOLOGIES FOR ABSENCE

Cllr M. Peet, Cllr J. Scallon & Cllr P. Hewlett.

98/21 DECLARATIONS OF INTEREST

No interests were declared.

99/21 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2nd June 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Copus, seconded by Cllr Kemp and unanimously approved.

100/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

101/21 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

102/21 SHIMMINGS PATH BENCHES

The Clerk advised that she and Cllr Singleton would meet representatives from the Leconfield Estate on 20th July 2021 to discuss the long-term plan for maintenance of the Shimmings Path. Cllr Kemp asked the Clerk to establish what had happened to the Kern and plaque installed along the path in 1977 to commemorate the Silver Jubilee. The committee considered an email received from the owner of The Hermitage and under the proposal of Cllr Copus, seconded by Cllr Atkins it was unanimously agreed to replace the 3 benches with benches of the same dimensions.

103/21 ASSETT REGISTER

Under the proposal of Cllr Copus, seconded by Cllr Kemp, it was unanimously resolved to recommend the replacement of the damaged bench at the War Memorial at a cost of £465 to the

Finance & General Purposes Committee. Cllr Burden advised that the family of Mr & Mrs Wareham have offered to donate to the cost of the new bench. It was agreed that committee members would review the Council's assets during a walk around the Parish from 7pm on Tuesday 13th July 2021 following which a recommendation for ongoing monitoring & maintenance of assets would be developed. The Clerk advised that Councillors and members of the public should report damaged road signs through the Love West Sussex website or app.

104/21 GROUNDS MAINTENANCE CONTRACT

It was agreed that Councillors would monitor the grounds maintenance works and feedback findings to the Clerk, as per the schedule below:

- Section 1 Rosemary Gardens – **Cllr Hewlett**
- Section 2 Footpath Grove Road to Sheepdown – **Cllr Atkins**
- Section 3 Footpath Jubilee Walk - **Cllr Atkins**
- Section 4 St Mary's Church Yard – **Cllr Singleton**
- Section 5 Hampers Common – **Cllr Copus**
- Section 6 Hampers Common Bank – **Cllr Copus**
- Section 7 Grove Lane – **Cllr Atkins**
- Section 8 Hampers Green Cemetery – **Cllr Copus**
- Section 9 Horsham Road Cemetery (access from farm track and field to the east of cemetery) - **Cllr Copus**
- Section 10 Bartons Lane Cemetery – **Cllr Singleton**
- Section 11 Tillington/Midhurst Road Allotments – **Cllr Desai**
- Section 12 Fred's Bank Station Road – **Cllr Sproson**
- Section 13 Angel Street/Sheepdown Junction – **Cllr Atkins**
- Section 14 Stonemasons Inn – **Cllr Copus**
- Section 15 Pound Street Car park – **Cllr Peet**
- Section 16 Sylvia Beaufoy Car Park – **Cllr Peet**

105/21 LECONFIELD HALL EXTERNAL POWER SOCKETS

Cllr Copus reported that the Leconfield Hall had requested the Town Council organise and fund the fitting of 2 external power sockets on the Leconfield Hall, to be used for the Christmas lights. Cllr Copus advised that he would be meeting with an electrician to produce a plan which could include siting the sockets in the defibrillator cabinet. Cllr Atkins advised that the committee should consider whether planning permission is required once the plan has been scoped and agreed.

106/21 HAMPERS COMMON

It was agreed that Cllrs Kemp & Atkins would produce a specification for the works required on the Tower following which Cllr Desai would request a quote from Fineline Joinery. Cllr Atkins advised that he had received some feedback from users of the new football goal sited on the common, who had asked for the net to be installed. It was agreed that Cllrs Copus, Atkins and Kemp would fit the net to the new football goal. The Clerk confirmed that a request to install the 2nd new football goal on the common would be made to the Leconfield Estate at the meeting on the 20th July 2021. Cllr Atkins reported that he and Cllr Kemp were developing a plan for the basketball area on the common.

107/21 ALLOTMENTS

Cllr Sproson presented the report received from Sussex Water Mains detailing the works required & recommendations made for the Council's allotment sites. Following discussion, Cllr Copus asked Cllr Sproson to request Sussex Water Mains provide a quote to ensure all taps at the allotment sites have double check valves. Cllr Copus asked the Clerk to write to all allotment holders to advise that in order to be compliant with the Water Regulations Act, all hoses must have a hose attachment on the end i.e. a gun / trigger when in use and that all hoses must be put away when they are not in use. It was agreed that the possibility of laying new mains at the Station Road allotments would be considered by the committee at a later date. Under the proposal of Cllr Desai, seconded by Cllr Copus, it was unanimously resolved to recommend the council sign up to Chichester District Council's garden recycling service at a cost of £50 a year, to the Finance & General Purposes

Committee. Cllr Desai confirmed that the garden recycling service would be used to ensure the community allotment is well maintained. Cllr Desai agreed to speak to Steeple Graphics to organise a plaque to be sited at the community allotment.

108/21 ROSEMARY GARDENS

The committee considered a quote received from Etherington & Spicer for the maintenance of the benches in Rosemary Gardens. Under the proposal of Cllr Copus, seconded by Cllr Desai it was unanimously resolved to ask Etherington & Spicer to undertake the works prior to the In Bloom judging on 12th July 2021. The Clerk advised that she has received several reports regarding the condition of the perimeter wall at Rosemary Gardens. Cllr Copus asked Cllr Kemp to quote for the preparation of a condition statement outlining the works required on the wall, for the committee's consideration.

109/21 PLANTING & HORTICULTURE

The Clerk advised that she had circulated by email a written report received from Cllr Hewlett. She advised that Cllr Hewlett had requested the damaged bench by the War Memorial be removed before the In Bloom judging on the 12th July 2021 and Cllr Copus asked the Clerk to ask Etherington & Spicer to undertake the required works. Under the proposal of Cllr Copus, seconded by Cllr Kemp, it was unanimously resolved to recommend the purchase of bulbs and planters for the autumn, winter and spring flowering at a cost of £557.09, to the Finance & General Purposes Committee. Cllr Kemp asked the Clerk to identify whether Cllr Hewlett has a plan to control the rag wort at Fred's Bank. Cllr Kemp suggested that the council plant yellow rattle on Fred's Bank and in the cemeteries.

110/21 SPORTS & PHYSICAL ACTIVITY UPDATE

The Clerk reported that she had spoken with the Chairman of Petworth Park Sports to ask if a fanzone could be set up to screen the European Championships Final on 11th July 2021. She advised that the Chairman did not feel this would be possible. Cllr Copus advised that he had offered to support Petworth Park Sports in a financial controller capacity.

111/21 ACTION LIST

The action list was reviewed, all updates are recorded on the attached Action List.

112/21 DATE OF NEXT MEETING

Wednesday 4th August 2021 at 7pm.

Meeting closed at 8.53pm.

Signed
Chairman

Dated.....